

November 2024 Meeting Minutes

PRESENT:

Susan Thacker (Chair)
Tonaly Pennington (Vice Chair)
Scott Alleman (arrived approximately 6:50 PM)
Carolyn Coop
Rebecca Lamb
Kathleen Cavender, Friends of the Augusta County Library Foundation

ABSENT:

Alex Davis
North River Rep (Vacant)

VIRGINIA: At a Regular Meeting of the Augusta County Library Board held at the Weyers Cave Library Weyers Cave, Virginia on November 21, 2024, at 6:00 p.m. and in the 248th year of the Commonwealth. . . .

Call to Order

The board meeting was held in person.

The meeting was called to order at 6:10 pm by Susan Thacker.

Minutes

The minutes from the October 3, 2024 meeting was discussed.

A motion was made by Rebecca Lamb to approve the minutes from the October 2024 meeting as presented. Carolyn Coop seconded the motion and the motion passed unanimously.

Friends of the Augusta County Library Foundation

A member of the Friends of the Augusta County Library Foundation was not present for the meeting.

Dr. Brown stated that the booksale has been doing well, especially with the influx of weeded items. The next meeting will be December 4, 2024.

Director's Report

The director's report was circulated in the board packet before the meeting. Dr. Brown reiterated the following information:

- Updates regarding the work to be done on the Fishersville Library crawlspace. Funds were approved and
- All Augusta County Library locations will be closed December 9, 2024 for the annual staff development day.
- Informed the board that ACL requested two Trailblazers, rather than the Cargo van to be replaced, for the same amount of funds. The Deputy County Administrator approved the request and will forward the information to the finance department to move the process forward.
- Presented FY24 and Summer 2024 Successes to the Board of Supervisors. The goal is to provide quarterly updates to the Board of Supervisors.

Old Business

There was no old business to be discussed

New Business

Budget Process

Dr. Brown provided an overview of the budget process along with information related to the line items in the operational budget. Dr. Brown also provided additional information related to the various funding sources the library's budget is made of:

- **County funds** - primarily covers salaries and operating expenses
- **State Funds** - primarily covers collection materials, both physical and digital
- **ERATE reimbursement** - primarily covers additional capital improvements such as furniture and technology
- **Friends of the Augusta County Library Foundation** - funds all programming costs and hotspot service

The County's budget timeline is as follows:

- **December/January:** Departments develop requests and meet with Finance
- **February:** Meet with County Admin and Finance Director

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- **March:** Board of Supervisors work sessions
- **April:** Board of Supervisors holds public hearings
- **May:** Board of Supervisors adopts the operating budget

Dr. Brown indicated the time for the Board of Trustees to advocate for the library's proposed budget would be in April during the public hearings.

Dr. Brown asked the Board of Trustees if they would like to be part of the budget creation process or would rather be presented with a draft version of the budget to provide feedback prior to forwarding to Finance and County Admin. The Board agreed to the latter option along with advocating on behalf of Augusta County Library for the funds that are being requested during the April public hearings.

2025 Meeting Schedule

Dr. Brown presented the Board of Trustees with proposed dates for the next year's meetings. The Board discussed and included locations for each meeting.

Next Meeting

The Board confirmed that the next meeting would be held on Thursday, January 23, 2025 at 6:00PM at the Stuarts Draft Library.

Adjournment

With there being no further business, Rebecca Lamb made a motion to adjourn the meeting. Scott Alleman seconded the motion, and the meeting adjourned at approximately 6:58 PM.

Secretary